

APPROVED
4-24-25

RECORD OF PROCEEDINGS

**MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS
OF BATTLEMENT MESA METROPOLITAN DISTRICT**

Held, Thursday, March 27, 2025, at 401 Arroyo Drive, Battlement Mesa,
Colorado

Call to Order	President Jane Chapman called the meeting to order at 9:00 AM.
Attendance	A regular meeting of the Board of Directors of Battlement Mesa Metropolitan District, Garfield County, Colorado was called and held as shown above and in accordance with the applicable statutes of the State of Colorado, with the following Directors present and acting: Jane Chapman Chris Davidson Toby LeBorgne Shawn McElroy Jerry Mohrlang Alex Morris was also in attendance.
Public Attendance	None
Notice	Was posted for the meeting.
Quorum	Was established.
Conflict/Disclosures	None
Public Comments	None
March 2025 Regular Meeting Minutes	A motion was made by Director Davidson, seconded by Director Mohrlang to approve February 27 th , 2025, regular meeting minutes. The motion carried unanimously.
March 2025 Financial Statement and the Account Manager's Report	A motion was made by Director LeBorgne, seconded by Director McElroy to approve the February 2025 Financials subject to audit. The motion carried unanimously.
Manager Report	<u>Utility Technician Position Open</u> – Office staff is still actively looking to fill the position of for a Utility Technician to work with the Collections & Distribution Department. Postings to fill the position were placed on an internet employment site (Indeed) as well as on the electronic sign at Turkey Trail Park. On March 20 th , Utility Foreman, Sean Reider, and I participated in the CMC Hiring Fair (Vitality of the Valley) in hopes of meeting some potential applicants. We had several people who seemed interested in the position, but we have not had anyone apply yet.

New Administrative Assistant – We recently filled the vacant office administrative assistant position through Mountain Temp. Services. Ms. Giselle Lobo began working with us on March 10th.

Cloud Server Migration – At January’s Board of Directors meeting, I gave an update that the IT contractor, Verticomm, has started the preliminary steps to make the switch between the current manual server to a cloud server. All of February and most of March, Verticomm has worked on the project. The migration is currently on hold. BMMD’s main program (Caselle) is not supported on a cloud-based server, so instead, we needed to purchase a different version of Caselle that is able to be cloud based. Caselle does not install this version on a “as need be basis”. They work with customers and install the program in phases; meaning once they have several customers needing to make the switch, Caselle will then install and work with their customers all at once. Their next “phase” will not begin for another month. I will of course give another update once I receive information about the next steps.

Garfield #16 School District Mayfest – Some of you may have heard about the school district’s next big event called Mayfest. Mayfest is an all-day resource fair for high school students. I would like BMMD to participate in this event. It’s a great opportunity to talk with the community’s youth about possibly having a career in Water & Wastewater. I would like to ask any of the employees and/or Board Members to participate with her and help.

Street Sweeping – BMMD had ordered and purchased some parts for the street sweeper after last season. The parts were finally delivered and installed on the machine. The street sweeper will be picked up next week. Street sweeping will begin in April.

FMLD Grant – Sewer Treatment Plant Blower – The BMMD was awarded a grant by the Garfield County Federal Mineral Lease District (FMLD) in the Spring of 2023 to replace the old blower at the sewer plant. The estimated cost of the project was \$210,000 with approximately \$145,000 to be refunded by the grant. As with all major projects, since the COVID infection, the supply chain on major materials has created major disruption in the timing of materials and scheduling conflicts with contractors as a result. In addition, once we received the blower the contractor realized the need for customized parts in order for the blower to properly connect to existing equipment. The due date to complete the project is mid-April 2025. The contractor will be unable to meet this deadline due to the issues described. As we have done in the past, BMMD Administrative staff is in the process of submitting a request to extend the deadline for completion of the project to December 31, 2025.

C&D Operations Update – It’s that time of year that the C&D crew is working tirelessly, maintaining operations in our community. Among their daily tasks and leak emergencies, they are working on three yearly tasks and one project. As soon as street sweeping is completed, they will be flushing fire hydrants. In the meantime, they are cleaning storm drains and completing sewer manhole cleaning. The “project” they are working on is assisting RHP with water and sewer hook ups. RHP is planning on setting approximately 65 new homes in the

next month. The C&D crew will be installing meters and inspecting the new home hook ups.

Security Improvements – Water & Wastewater Plants – Water/Sewer Plant Operations Manager, Daryl Back, has begun a process to replace existing door latches/locks at the water and sewer plants as well as the maintenance building, headworks building, and chem. building. Many of the latches and door locks are in poor condition or some of the keys will not work properly. The replacement of the latches and locks will allow an employee to have just one key to access all of the buildings, equipped with a special security that is numbered, and assigned to each specific employee. Additional security improvements are being researched for gate entry as well as keypad security entry for vendors, and to meet ADA compliance standards.

Digester Building Maintenance – Water/Sewer Plant Operations Manager, Daryl Back, has solicited bids to repaint the exterior of the Digester Building. Similar to the other buildings located at the water and sewer facilities, the building is constructed of split-face concrete block. Due to some issues with the original design of the building operations the exterior of the building is subject to overflowing from the materials treated within the digester. Over the years, the exterior paint has been removed and the areas stained. Daryl is proposing equipment improvements and maintenance procedures to correct the overflow problem. In the meantime, the exterior of the building is subject to ongoing damage from the overflow materials and the exterior appearance of the building needs upgraded.

Water Treatment Plant Chlorine Room – The WTP chlorine vent/safety fan is not currently functional and in the process of being repaired. We are hoping that parts can be located rather than replace the entire thing.

Water Plant Clarifier Repair – The north water clarifier for the water plant is in the middle if repair/restoration by the contractor.

New Business

Old Business

Other Business

Executive Session

Meeting adjourned at 9:34 a.m.

The foregoing constitutes the true and correct minutes of the above referenced meeting and was approved by the Board of Directors of the Battlement Mesa Metropolitan District on April 24th, 2025.


Secretary